



WASHOE COUNTY

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CM/ACM _____
Finance 5
DA 1
Risk Mgt. ✓
HR _____
Other _____

STAFF REPORT BOARD MEETING DATE: December 9, 2014

DATE: November 19, 2014
TO: Board of County Commissioners
FROM: John Listinsky, Director of HR/Labor Relations
328-2089, jlistinsky@washoecounty.us
THROUGH: Joey Orduna Hastings, County Manager
328-2000, jhastings@washoecounty.us
SUBJECT: Recommendation to approve the elimination of unused or obsolete job classifications as listed in Exhibit 1. There is no fiscal impact associated with this action. (All Commission Districts)

SUMMARY

Recommendation to approve the elimination of unused or obsolete job classifications as listed in Exhibit 1. There is no fiscal impact associated with this action.

Washoe County Strategic Objective supported by this item: Valued, engaged employee workforce.

PREVIOUS ACTION

Periodically, the Board approves the creation of new classifications, reclassifications, abolishment of existing classifications, consolidation of classifications, and alteration of existing classifications as necessary during the fiscal year to support department reorganizations and realignment of resources to improve efficiency and effectiveness.

BACKGROUND

Washoe County Code 5.098 (4) provides that all recommendations made by the Job Evaluation Committee for the creation of a new classification, reclassification, abolishment of an existing classification, consolidation of classifications, alteration of existing classifications, or where there is a fiscal impact, must be forwarded to the Board of County Commissioners for final action.

Over the last several years, during the economic recession and amid layoffs and incented reductions in force, the County committed to keep unused job classifications active. The purpose of this board item is to inactivate unused and obsolete job classifications and remove them from the system now that economy has stabilized. Resuming normal maintenance of the classification plan is necessary for efficient administration of the classification plan.

AGENDA ITEM # 845

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDATION

Recommendation to approve the elimination of unused or obsolete job classifications as listed in Exhibit 1. There is no fiscal impact associated with this action.

POSSIBLE MOTION

Should the Board approve this recommendation, a possible motion would be:

“Move to approve the elimination of unused or obsolete job classifications as listed in Exhibit 1.”

JOB CLASSIFICATIONS TO BE DELIMITED DECEMBER 2014

Job Cls #	Job Title	BU	Grade
60000105	ADMINISTRATIVE LEGAL SECRETARY	Y	KK
60015025	ALTERNATIVE SENTENCING OFFICER I	W	JJ
60015026	ALTERNATIVE SENTENCING OFFICER II	W	KK
60000333	APPRAISER ANALYST	W	GG
60003021	ARCHITECT	Y	QR
60000411	ASSISTANT BUYER	W	KK
60000324	ASSISTANT COMPTROLLER	C	TT
60000132	ASSISTANT COUNTY RECORDER	C	LL
60004040	ASSISTANT DIRECTOR, REGIONAL PARKS & OPEN SPACE	C	TT
60000641	ASSISTANT DIVISION DIRECTOR - CCHS	C	TT
60000642	ASSISTANT DIVISION DIRECTOR - ENVIRONMENTAL SERVICES	C	TT
60008363	ASSISTANT MANAGER ROADS OPERATIONS	Y	OO
60000346	ASSISTANT PERSONAL PROPERTY AUDITOR - APPRAISER	W	HH
60016626	ASSISTANT PUBLIC WORKS DIRECTOR - FACILITIES	C	VV
60005026	ASSOCIATE LIBRARY DIRECTOR, OPERATIONS AND SUPPORT	C	RR
60005025	ASSOCIATE LIBRARY DIRECTOR, PROGRAMS & SERVICES	C	RR
60001065	ATTORNEY/SR. LAW PROJECT	A	TT
60015427	BENEFITS ADMINISTRATOR	C	OO
60000511	BENEFITS ANALYST	C	NN
60009328	BUDGET MANAGER	M	VV
60002119	BUILDING & SAFETY BRANCH MANAGER	Y	OO
60008140	BUILDING MAINTENANCE ASSISTANT	W	GG
60008124	BUILDING OPERATIONS PROJECT MANAGER	Y	MM
60009313	CAPITAL PROJECTS DIVISION MANAGER	C	TT
60013775	CENTRAL CONTROL SPECIALIST	P	HH
60003044	CHIEF OF CONSTRUCTION & INSPECTION	Y	OO
60015855	CHIEF RECORDS CLERK (CIVIL)	Y	JJ
60002228	CHIEF TOXICOLOGIST	Y	RU
60003029	CIVIL ENGINEERING ASSISTANT	W	KK
60009402	COLLECTIONS ADMINISTRATOR	M	QQ
60000645	COMMUNITY HEALTH EPIDEMIOLOGIST	N	OO
60015853	COMMUNITY SUPPORT ADMINISTRATOR	Y	PP
60002224	COMMUNITY WORK PROGRAM SUPERVISOR	Y	KK
60002211	COURTHOUSE SECURITY OFFICER	W	EE
60002200	COURTHOUSE SECURITY OFFICER SUPERVISOR	Y	HH
60000150	DEPUTY COMMISSIONER OF CIVIL MARRIAGE	W	EE
60000136	DEPUTY COUNTY RECORDER AIDE	W	DD
60009319	DEPUTY DIRECTOR OF PUBLIC WORKS	C	UU
60009340	DIRECTOR OF COMMUNITY DEVELOPMENT	M	YY
60009407	DIRECTOR OF FINANCE	M	ZZ
60009341	DIRECTOR OF WATER RESOURCES	M	YY
60000177	DIRECTOR, GENERAL SERVICES	C	TT
60009307	DIRECTOR, REGIONAL PARKS & OPEN SPACE	M	WW
60000640	DISEASE INTERVENTION SPECIALIST	N	NO
60004016	DISTRICT PARK RANGER	Y	NN
60003005	DRAFTING TECHNICIAN I	W	HH
60003006	DRAFTING TECHNICIAN II	W	JJ
60003007	DRAFTING TECHNICIAN SUPERVISOR	Y	KK

Job Cls #	Job Title	BU	Grade
60002312	ELECTRONICS TECHNICIAN	W	KK
60008135	FACILITIES SUPERINTENDENT	C	TT
60003036	FINANCE & CUSTOMER SERVICES MANAGER	C	TT
60016728	FIRE AND SAFETY INSPECTOR	W	KK
60015277	FIRE SERVICES COORDINATOR	C	RR
60015336	FLOOD MANAGEMENT PROJECT DIRECTOR	M	0002
60016028	FLOOD PROJECT SUPERVISOR	Y	OO
60004002	FOOD SERVICE WORKER I	W	AA
60004003	FOOD SERVICE WORKER II	W	DD
60002251	FORENSIC CHEMIST	W	LL
60016133	GEOMATICS SUPERVISOR	Y	OO
60000208	GRAPHIC DESIGN ARTIST	W	GG
60008035	GROUNDS MAINTENANCE DIVISION SUPERINTENDENT	Y	OO
60000608	HAZARDOUS MATERIALS SPECIALIST	Y	NN
60003037	HAZMAT ENGINEERING SPECIALIST	W	NN
60000622	HEALTH ANALYST	Y	MM
60000595	HOMEMAKER SERVICES AIDE	W	EE
60000204	IMAGING EQUIPMENT TECHNICIAN SUPERVISOR	Y	HH
60000350	INTERNAL AUDITOR	C	NN
60009306	IT DIRECTOR	M	XY
60000713	IT TRAINING SPECIALIST	W	KK
60009411	LABOR RELATIONS MANAGER	M	UU
60015330	LEAD COMMUNICATIONS SPECIALIST	W	KK
60000515	LEARNING & PERFORMANCE SPECIALIST	C	QQ
60000601	LICENSED PRACTICAL NURSE - JUVENILE SERVICES	N	JJ
60017153	LOGISTICS OFFICER (TMFPD)	TN	05LOTM
60013780	MAINTENANCE TECHNICIAN	P	II
60000176	MARKETING COORDINATOR	C	LL
60016600	MEDICAL OFFICE ASSISTANT	W	II
60015350	NATURAL RESOURCES PLANNER COORDINATOR	Y	QQ
60000018	OFFICE SUPERVISOR	Y	KK
60000111	PARALEGAL SR. LAW PROJECT	W	KK
60004037	PARK PLANNING PROJECT COORDINATOR	W	NN
60000512	PAYROLL COORDINATOR	Y	JJ
60016300	PEDIATRIC PHYSICIAN	C	UZ
60015850	PERMITS PLUS ZONE MANAGER	Y	QQ
60002326	PLAYGROUND SAFETY SPECIALIST	W	HH
60002243	POLYGRAPH EXAMINER I	W	II
60002244	POLYGRAPH EXAMINER II	Y	LN
60000414	PROPERTY INVENTORY TECHNICIAN	W	HH
60006155	PSYCHOLOGIST	Y	RR
60000647	PUBLIC HEALTH PHYSICIAN	C	WX
60015150	PUBLIC HEALTH PROGRAM MANAGER	Y	OO
60005005	PUBLIC INFORMATION ASSISTANT	Y	KK
60009312	PUBLIC WORKS DIRECTOR	M	YY
60015826	RADIO NETWORK ADMINISTRATOR	W	NN
60015700	RADIO NETWORK ENGINEER I	W	KK
60015701	RADIO NETWORK ENGINEER II	W	LL
60000165	RECORDS MANAGEMENT SUPERVISOR	Y	KK
60004030	RECREATION SERVICES SUPERINTENDENT	Y	QQ

Job Cls #	Job Title	BU	Grade
60004035	RECREATION SUPERVISOR	Y	KK
60015475	RECRUITMENT AND SELECTION MANAGER	C	RR
60009413	RISK MANAGER	M	TT
60008246	ROAD EQUIPMENT TRAINING COORDINATOR	W	LL
60015275	ROADS DIVISION DIRECTOR	C	TT
60002327	SAFETY COMPLIANCE OFFICER	W	KK
60000214	SENIOR DUPLICATION EQUIPMENT OPERATOR	W	HH
60016925	SR FISCAL ANALYST (Sheriff's Office)	Y	PP
60016700	SENIOR PROJECT MANAGER	Y	RS
60003008	SENIOR PROPERTY AGENT	Y	NN
60015854	SENIOR TELEPHONE TECHNICIAN	W	LL
60015829	SR WATER METER TECHNICIAN	W	II
60003023	SPECIAL PROJECTS INSPECTOR	Y	NN
60002208	STUDENT/COMMUNITY LIAISON SPECIALIST	W	II
60003034	SUPERVISING LAND SURVEYOR	Y	NN
60006126	SUPERVISOR-HUMAN SERVICES SUPPORT	Y	KK
60003028	SURVEY PARTY CHIEF	Y	KK
60003026	SURVEYING TECHNICIAN	W	JJ
60015152	SYSTEM ADMINISTRATOR	W	LL
60002318	TELECOMMUNICATIONS MANAGER	C	TT
60002310	TELECOMMUNICATIONS SUPPORT TECHNICIAN	W	II
60015151	TRAINING SERVICES SPECIALIST	W	II
60003042	UTILITY DIVISION ENGINEERING MANAGER	C	TT
60003012	UTILITY MECHANIC	W	JJ
60003039	UTILITY OPERATIONS MANAGER	Y	QR
60015856	UTILITY OPERATIONS SUPERVISOR	Y	NN
60000724	WATER RESOURCES PLANNING MANAGER	C	SS
60008105	WELDER	W	JJ